



It's real.

**ANNUAL RENEWAL TAXICAB FORM
TAXICAB BUSINESS PERMIT
TAXICAB VEHICLE INSPECTION
PROOF OF INSURANCE
ANNUAL FEE PAID**

(No later than December 1 of each year)

City Secretary's
Office
Date Received

Please print or type in the following information

Pursuant to City Ordinance 2012-08 (City of Seguin Code of Ordinances Chapter 106 Vehicles for Hire), the following information is required annually to be filed with the City Secretary's Office. Section 106-28 Taxicabs: a) Vehicle Inspections, Section 106-29 Insignia, Section 106-31 Odometer & Meter, Section 106-32 Rates

1. Name of TAXI CAB BUSINESS

Date of Renewal Application

2. Name of Applicant

3. Address of Applicant

4. Phone # of Applicant

5. Statement of Taxicab Rates for Upcoming Year (Section 106-26 Taxicab Business Permit (i) Attach rate card as is applicable)

6. Identify any changes in vehicles or operations (use form at end of packet for vehicle changes)

7. Identify any changes in status of taxicab drivers

8. Taxicab Driver's Information # of drivers for current year _____

SPECIAL NOTE: Attach copy of driver's license for each driver

SPECIAL NOTE: Applicant must provide a copy of a Computerized Criminal History (CHH) from the <http://records.txdps.state.tx.us> website for each driver. When you click on the link, then click on "Criminal History Conviction Search". After that click on "New User Sign Up" and follow the prompts. Please bring this document with you when the Police Department conducts the taxicab inspection.

Enter following information **only** if there are any changes to original listing of drivers

Name of Driver	
Address of Driver	
Driver's License #	
Telephone # of Driver (Home & Cell)	

Name of Driver	
Address of Driver	
Driver's License #	
Telephone # of Driver (Home & Cell)	

OFFICE USE ONLY (POLICE DEPARTMENT)

City of Seguin Police Chief and or designee has **checked for valid driver's license on each driver and reviewed driving records** for each and recommends approval. (Section 106-27 Driver Permit & Registration (a) Required

SPECIAL NOTE: See item 8 of this application. Applicant must secure a copy of a Computerized Criminal History (CHH) from the <http://records.txdps.state.tx.us> website for each driver and bring with them during the taxicab inspection conducted by the City of Seguin.

Signature of Police Chief or designee

Date

9. There is currently an **insurance policy in effect covering the driver(s)** while the driver(s) are engaged in providing taxi service. (Refer to Business Permit Application)

SPECIAL NOTE: Section 106-27 Driver Permit and Registration

It is the responsibility of the Permittee to certify that there is currently in effect an insurance policy covering the driver while the driver is engaged in providing taxi service. It is the responsibility of the Permittee to immediately notify the city secretary if the insurance required by the section is no longer in effect for a driver holding a permit and employed by the Permittee.

Signature of Applicant Owner(s) of Taxi Cab Business

Section 106-27 Driver Permit and Registration (b) The permittee shall certify that there is currently in effect an insurance policy covering the driver while the driver is engaged in providing taxi service.

State of _____

County of _____

Sworn to and subscribed before me, the undersigned authority, this _____ of
(day)

_____, _____
(month) (year)

(seal)

Signature of Notary Public, in and for the State of Texas

Printed or typed name

10. ATTACH A COPY OF THE INSURANCE POLICY TO THE APPLICATION

Insurance is required by Section 106-26 Taxicab Business Permit (e) Insurance Required (in the case of multiple vehicles, include a schedule of vehicles covered by the policy. Applicant must meet the minimum liability insurance requirements established by state law. Once permitted, if a permittee intends to alter insurance policies, thirty (30) days written notice must be given to the City Secretary. Failure to maintain required coverage will result in the immediate suspension of the permit, which will remain suspended until subsequent proof of coverage is filed with City Secretary and approved by the City **Attorney**.

OFFICE USE ONLY (CITY ATTORNEY)

City of Seguin City Attorney confirms that taxicab business meets minimum liability insurance requirements for each vehicle listed above. Section 106-26 Taxicab Business Permit (i) Renewal permit

 Signature of City Attorney

 Date

 11. Identify any changes in vehicles or operations (Section 106-26 Taxicab Business Permit
 (i) Renewal of permit

OFFICE USE ONLY (POLICE DEPARTMENT)

City of Seguin Police Chief and or designee **has inspected taxicab(s) listed** below and approves the operation of said vehicle(s). Section 106-26 Taxicab Business Permit (i) Renewal Permit and 106-28 Taxicab (a) Vehicle Inspections

	Make	Model	Vehicle ID #	License Plate #	Approved Y or N	Comments
1.						
2.						
3.						
4.						

The vehicle identification number, license number and insignia on the taxicab must be the same as those indicated on the permit application. (Section 106-28-7)

 Signature of Seguin Police Chief or designee

 Date

Y or N	Section 106-28 (a) Vehicle Inspections Must be in safe condition and free from mechanical defects and meet the following requirements
	Current valid state inspection sticker & in compliance with the safety requirements of the Texas Motor Vehicle Code
	Seatbelt for each passenger
	Operating heater and air conditioner
	INSIGNIA shall display on a door on each side of the vehicle Painted on both sides the <u>trade name of the organization</u> under whose taxicab business permit such taxicab is being operated, the taxicab unit # and the business telephone number of the permittee. Such letters and numbers shall be not less than 3 inches height and ½ inch wide, painted on each taxicab with permanent, non-washable paint of a color sharply contrasting to the color of the taxicab so that the lettering will be readily apparent.
	Fire Extinguisher that is in good operating order
	Reasonably clean and sanitary
	Equipped with odometer and meter
	Rate card displayed in a place in view of all passengers (Corresponds to the rates on file)

OFFICE USE ONLY (FINANCE DEPARTMENT)

City of Seguin Finance Department confirms that applicant has **paid the appropriate fee(s)** for the taxicabs listed above. (No later than December 1 of each year...Section 106-26 Taxicab Business Permit (i) Renewal permit and set forth in Appendix C of the Code of Ordinances

Appendix C Fee Schedule as of 2-7-2012 as stated in City of Seguin Ordinance 2012-08 Chapter 106 Vehicles for Hire Division II Taxicabs & Limousines a) Annual Business Permit
Fee \$100.00 plus \$20.00 per vehicle

 Signature of Finance Director or designee

Date

Attach copy of receipt of payment of Taxicab Fees

OFFICE USE ONLY (CITY SECRETARY)

City Secretary issues **business permit** Section 106-26 (g) Issuance of Permit & Contents

City Secretary issues **Taxicab Driver's permit** Section 106-27 (b &c) Issuance and Duration

Signature of City of Seguin City Secretary or designee

Date

Attach copy of Business Permit and Driver's Permit(s)